

# How to Make a Resume in 2025

Creating a unique **resume** is critical for **job searchers**, particularly as we approach 2025. With the job market changing and competition increasing, it's crucial to learn **how to create a resume** that highlights your **skills** and grabs the attention of **hiring managers**. This beginner's tutorial will help you through the steps required to **make a perfect CV**, ensuring you stand out in a crowded job market.



# The Perfect Resume: Structure & Content

## Clear and Concise

Use a simple, easy-to-read format, highlighting key skills and experiences.

## Tailored for Each Job

Customize your resume to match each job description. Highlight relevant skills and experience.

## Action Verbs

Use strong action verbs to describe your achievements and responsibilities.

# Choosing the Right Resume Format

## Work Experience Order

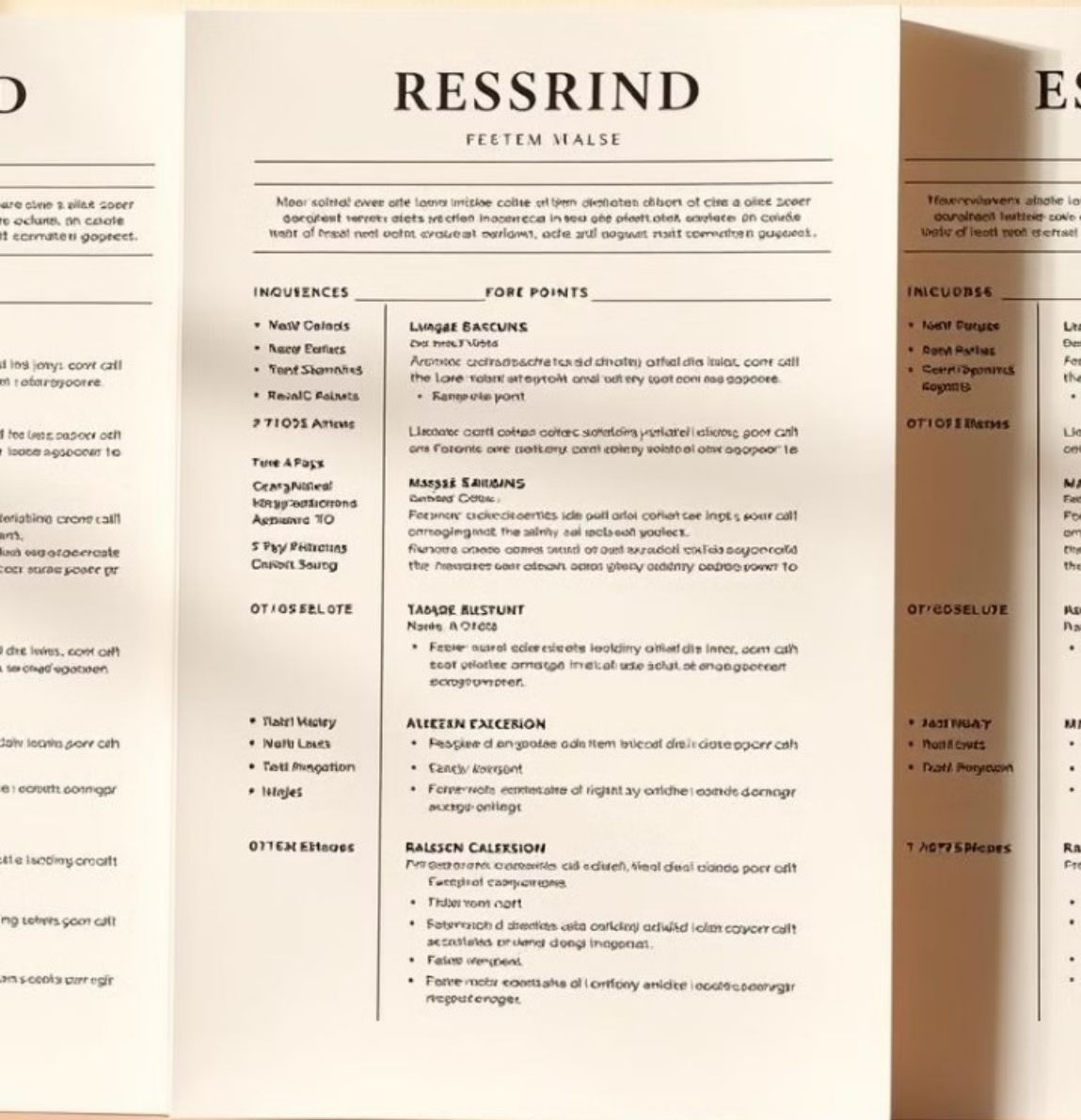
Traditional format, listing work experience in reverse chronological order, ideal for experienced professionals.

## Functional

Focuses on skills rather than work history, suitable for career changers or those with gaps in employment.

## Combination

Blends chronological and functional, showcasing both skills and work experience, a versatile option.



# Leveraging AI for ATS-Friendly Resumes

## 1. Keyword Optimization

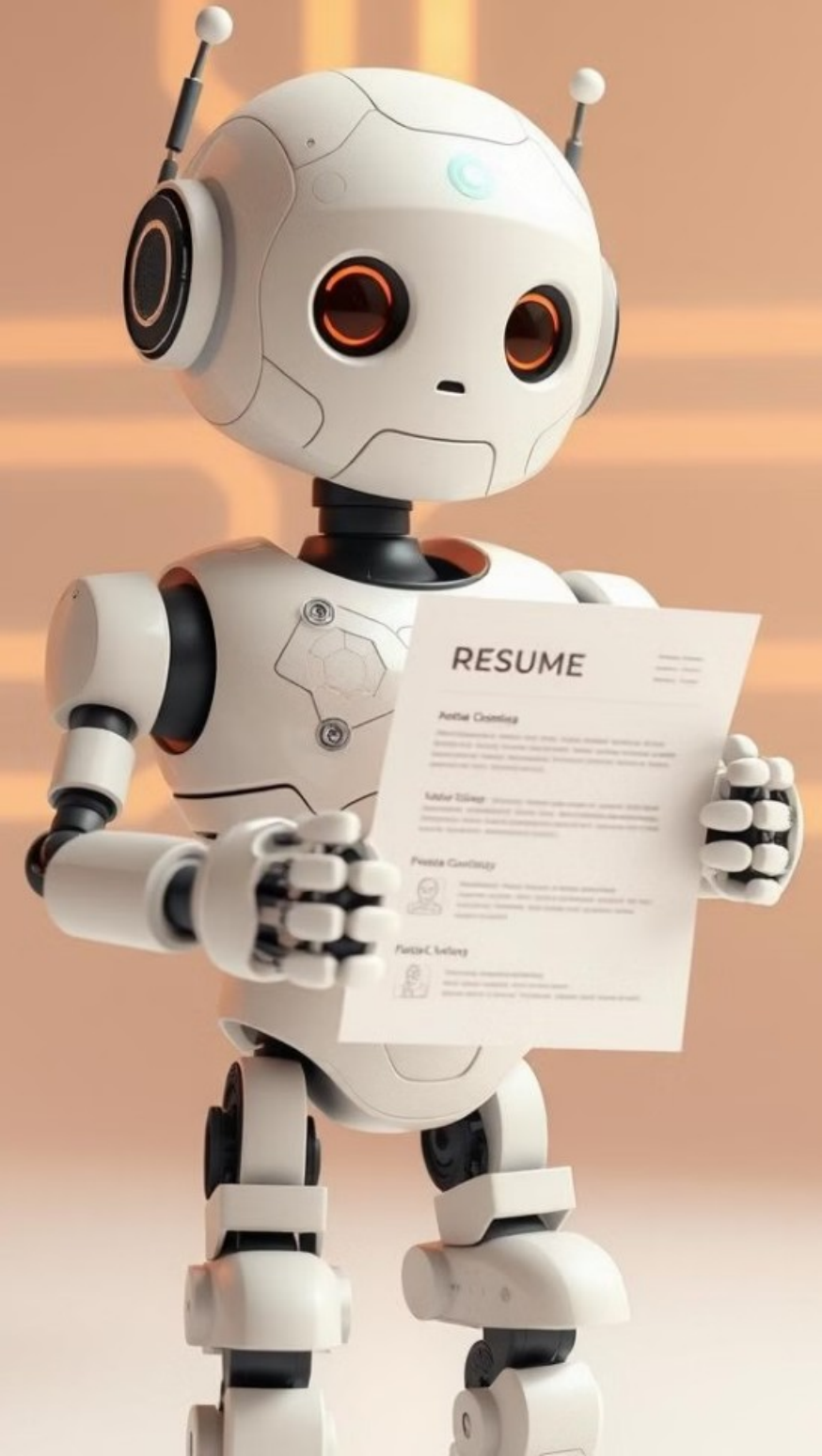
AI tools analyze job descriptions to identify relevant keywords and suggest incorporating them into your resume.

## 2. Format and Style

AI tools ensure your resume adheres to ATS standards, optimizing for scanning and parsing by Applicant Tracking Systems.

## 3. Content Generation

Some tools can even help craft compelling descriptions of your skills and experiences, saving you time and effort.



# Free AI AI Res sournl Resume tools



## Recommended Free AI Resume Tools



### Resume.io

Provides customizable templates, AI-powered keyword suggestions, and easy-to-use interface.



### Resume Worded

Offers ATS optimization, keyword analysis, and a variety of resume formats to choose from.



### Jobscan

Scans your resume against job descriptions and provides detailed feedback on keyword usage and ATS compatibility.

# Your Next Steps After Creating Your Resume

1

## Proofread Carefully

Check for errors in grammar, spelling, and formatting.

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2

## Seek Feedback

Ask a friend or career counselor to review your resume for clarity and impact.

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3

## Apply Strategically

Tailor your resume to each job you apply for and submit it through relevant job boards and company websites.

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